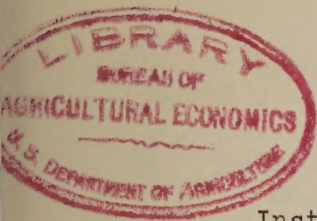


Issued July 18, 1938.



UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL ADJUSTMENT ADMINISTRATION

1938 AGRICULTURAL CONSERVATION PROGRAM  
NORTH CENTRAL REGION

JUL 28 1938

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Instructions for Preparation of Form NCR-233. The  
Summary of Progress of County Performance.

In order for the North Central Division to be advised of the status and progress of the determination of performance in each county in the North Central Region, it will be necessary for the State Committee to have the Summary of Progress of County Performance (Form NCR-233) prepared each week. This summary will be prepared from data shown on the Weekly Progress Reports of County Performance, (NCR-County No. 8), which will be submitted to the State Committee at the end of each week by county committees in accordance with instructions set forth in NCR-215, Supplement No. 2, Part XI. This information will give an estimate of the number of farms which are participating in the 1938 Agricultural Conservation Program.

Duplication of the Summary of Progress of  
County Performance in the State Office.

The blank forms for the Summary of Progress of County Performance, NCR-233, will be prepared in the State office on columnar paper by the Ozalid Process. Such form will contain the following:

Upper left-hand corner--"Form NCR-233

United States Department of Agriculture  
Agricultural Adjustment Administration  
North Central Division"

Heading--"Summary of Progress of County Performance---  
North Central Region ---- 1938 Agricultural  
Conservation Program"

Sub-heading--"State of \_\_\_\_\_ Period \_\_\_\_\_"

A table containing ten columns with the following headings:

- Column No. 1 - Name of County
- Column No. 2 - Total Number of Farms in County
- Column No. 3 - Number of Farms Visited
- Column No. 4 - Number of Farms Visited for which  
a complete Farm Report (NCR-217)  
was filled out.
- Column No. 5 - Number of Farms for which a Second  
Inspection will be necessary



- Column No. 6 - Number of Summaries of Performance  
(NCR-220) Completed in the County Office
- Column No. 7 - Number of Summaries of Performance  
Requiring Supplements (NCR-220A)  
(Note: Columns 8, 9 and 10 will be used  
in Nebraska and South Dakota only)
- Column No. 8 - Number of Statements of Intention on  
Range Land (NCR-253) filed by Operators
- Column No. 9 - Number of Ranching units Inspected
- Column No. 10 - Number of Summaries of Performance  
(NCR-257) Completed in County Office

The names of all counties and the total number of farms in each county should be entered in columns 1 and 2, respectively, at the time the blank forms are reproduced by the Ozalid Process in order to avoid the necessity of making such entries each week when entries relating to the status and progress of determination of performance are made in columns 3 to 10, inclusive.

#### Preparation of Form NCR-233

Form NCR-233 will be prepared from the data obtained from NCR-County No. 8. The first NCR-233 to be submitted shall be dated as of July 22, 1938, and will carry only cumulative totals. Each succeeding NCR-233 shall carry the totals for the succeeding weeks together with cumulative totals.

It will be necessary that NCR-233 be prepared for the State office not later than Wednesday for the period covering the preceding week and forwarded immediately to the North Central Division. If an NCR-County No. 8 is not received for a particular county at the time of preparation of NCR-233, enter the name of the county and the notation "NCR-County No. 8 not yet received". In such cases do not make any entries in any of the columns for such county. If any NCR-County No. 8 is received from an association after NCR-233 is submitted to the North Central Division, the data on such report should be included in the NCR-233 for the next period.

The first line of the second sheet shall be left blank for the purpose of carrying over totals from the preceding sheet, and grand totals shall be entered on the last sheet. In all instances cumulative totals shall include all totals for the period.